

TOWN OF SILER CITY

The Siler City Board of Commissioners met in Special Session on **Saturday, January 11, 2020** at 8:00am at the Wastewater Treatment Plant (198 Utility Drive) with Mayor Grimes presiding. Mayor Pro Tem Cheek gave the invocation.

ELECTED TOWN OFFICIALS PRESENT: Cindy Bray, Curtis Brown, Larry Cheek, Lewis Fadely, John Grimes, Bill Haiges, Thomas “Chip” Price, and Tony Siler

TOWN STAFF PRESENT: Town Manager Roy Lynch, Police Chief Mike Wagner, Police Major James Underwood, Police Lieutenant Andrew Freeman, Fire Chief Scott Murphy, HR Director Nancy Darden, Planning Director Jack Meadows, Wastewater Treatment Plant Superintendent Brittany York, Public Works and Utilities Director Chris McCorquodale, Building and Maintenance Superintendent Peter Svizay, Finance Director Tina Stroupe, Interim Parks and Recreation Director Jack Clelland, and Town Clerk Jenifer Johnson

DEPARTMENTAL UPDATES AND DISCUSSION

Governing Board (400)

Town Manager Roy Lynch stated that the Governing Board’s Departmental Budget funds expenses associated with the Board of Commissioners including monthly salaries, attorney fees, professional services, travel and training, and various dues and subscriptions. The requested budget includes an increase of approximately \$38,161.00 from current year. Funding of non-profit organizations serving a public good in Siler City, 2020 Census mapping, second year of scanning project for documents currently being stored in City Hall, and funding for the annual State of the Town, Employee Christmas gift, and election expense. Accordingly, the requested budget for this department is \$273,523.00 as compared to the FY20 budget of \$235,362.00.

If additional training, programs or other activities are desired by the Board, this departmental budget can be adjusted accordingly. If so desired, the Board may elect to hold such discussions at the retreat or identify a work session to provide greater time to review such items in greater detail.

The Town has received fourteen nonprofit requests, which are included in your budget packet. Since the Board establish a set amount of funding during the 2019/2020 Budget process of 1.5% of Ad Valorem and Sales Taxes, which is \$76,750.00 for 2020/2021. This would represent 48% of each organization’s request. Staff is not recommending presentations by Non-Profit as in years past, since the amount has been established.

Organization	Purpose	2019/2020 Funding	2020/2021 Request	48% of Request
Boys & Girls Clubs of Central Carolina	Triple Play and Smart Moves Program	\$10,500.00	\$15,000.00	\$7,200.00
Central Piedmont Community Action	Program Funding Neighborhood Movies	\$350.00	\$0.00	\$0.00

Chatham Cares Community Pharmacy	Purchase of Medication	\$3,500.00	\$15,000.00	\$7,200.00
Chatham County Agricultural and Industrial Fair Association	Host Classes and Programs for Basic Skills.	\$7,000.00	\$10,000.00	\$4,800.00
Chatham County Communities in School	Case Management Services and Prevention Programs	\$8,400.00	\$10,000.00	\$4,800.00
Chatham County Council on Aging	Enhance Wellness Activities		\$3,500.00	\$1,680.00
Chatham County Habitat for Humanity	Construction of Three Homes	\$7,000.00	\$10,000.00	\$4,800.00
Chatham County Housing Initiatives	How 2 Save On Water & Energy Program	\$0.00	\$3,600.00	\$1,728.00
Chatham Literacy	Literacy Matters: Transforming Lives Through Literacy	\$10,500.00	\$20,000.00	\$9,600.00
Hispanic Liaison	Community Support, Orgullo Latinx Pride Youth Program, and Hispanic Heritage Fiesta	\$4,200.00	\$12,000.00	\$5,760.00
NC Arts Incubator	STEAM Education Initiative	\$7,000.00	\$10,000.00	\$4,800.00
Salvation Army	Pathway to Hope Program	\$7,000.00	\$20,000.00	\$9,600.00
Siler City Development Organization	Manage Downtown Façade Program	\$5,250.00	\$15,000.00	\$7,200.00
Western Chatham Food Bank	Fuel Up Program	\$2,800.00	\$15,000.00	\$7,200.00
TOTAL		\$98,500.00	\$159,100.00	\$76,368.00

Town Manager (405)

Town Manager Roy Lynch stated that the Town Manager's Departmental Budget is for administrative expenses associated with Town Manager and Town Clerk. The requested budget has no request in increased funding. Accordingly, the requested budget for this department is \$118,935.00.

Human Resources (408)

Human Resources Director Nancy Darden stated that the Human Resources Departmental Budget funds expenses associated with personnel recruitment and retention. The requested budget includes an increase of approximately \$6,773.00 from current year which includes training and contract services. Accordingly, the requested budget for this department is \$140,658.00 as compared to the FY20 budget of \$133,885.00.

Finance (410)

Finance Director Tina Stroupe stated that the Finance's Departmental Budget is for administrative expenses associated with finance operations of the Town. The requested budget has a decrease of \$14,555.00, but some increases for training, audit, furniture, and a Town wide Capital Improvement Plan are included with the FY21 request. This department is also requesting an additional staff member. Accordingly, the requested budget for this department is \$223,207.00 as compared to the FY20 budget of \$237,762.00.

Water and Sewer Administration (710)

Public Works and Utilities Director Chris McCorquodale stated that the Water Sewer Administration's Departmental Budget funds expenses associated with the administrative functions of the Utility Fund. Increased funding of \$22,205.00 includes attorney fees, lease payments, contract services, a second year of the document scanning project, Capital Improvement Plan and a Dodge Durango. Accordingly, the requested budget for this department is \$817,867.00 as compared to the FY20 budget of \$795,662.00.

Buildings and Grounds (500)

Public Works and Utilities Director Chris McCorquodale stated that the Building and Grounds Departmental and the Court Budgets will be consolidated. The total FY20 budget for both departments is \$59,825.00 (\$56,625.00 and \$3,200.00). Funds expensed in the budget are associated with utilities, general maintenance and repairs of City Hall. The requested budget includes an increase of approximately \$36,335.00 from current year. Increases include utilities, lease payment, and contracted services. Accordingly, the requested budget for this department is \$96,160.00 as compared to the FY20 budget of \$59,825.00.

Garage (555)

Public Works and Utilities Director Chris McCorquodale stated that the Garage's Departmental Budget funds expenses associated with the maintenance of vehicles in the Town's fleet. An increase of \$12,908.00 includes training, contracted services, lease payments automotive and general supplies. Accordingly, the requested budget for this department is \$64,617.00 as compared to the FY20 budget of \$51,709.00.

Public Works (560)

Public Works and Utilities Director Chris McCorquodale stated that the Public Works Departmental Budget funds expenses associated with the maintenance of sidewalks, street, cemetery, town properties. An increase of \$159,198.00 includes utilities, training, vehicle repairs, automotive and general supplies, purchase a F250 truck, paint building, purchase new Christmas lights. Accordingly, the proposed budget for this department is \$603,998.00 as compared to the FY20 budget of \$444,800.00.

Sanitation (580)

Public Works and Utilities Director Chris McCorquodale stated that the Sanitation Departmental Budget funds expenses associated with the Town's solid waste program including curb pickup, junk and bulky waste, and green waste. An increase of \$32,400.00 includes vehicle repairs and increase travel and tipping fees due to the transfer station closing in Siler City. Accordingly, the requested budget for this department is \$637,930.00 as compared to the FY20 budget of \$605,530.00.

Streets (570)

Public Works and Utilities Director Chris McCorquodale stated that the Powell Bill Departmental Budget funds expenses associated with the town streets, sidewalks, and new construction projects. An increase of \$226,352.00 includes new staff and equipment to maintain roads within Siler City and street paving. Accordingly, the requested budget for this department is \$597,747.00 as compared to the FY20 budget of \$346,395.00.

Water Treatment (810)

Public Works and Utilities Director Chris McCorquodale stated that the Water Treatment Plant's Departmental Budget funds expenses associated with the operations of the facility. The proposed budget requests an increase of approximately \$200,283.00 from current year. Increased funding includes an Equipment maintenance, laboratory supplies, laboratory analysis, Uniforms, and contract services. Capital Outlay – Building includes: Containment Resurfacing, Caustic Tank Resurfacing, Piping + Valve Replacement, Pipe Gallery Painting, 2 equipment room HVAC's, Ferric Tank and Install. Capital Outlay – Equipment includes: HS Generator + Installation, F150 Truck, Pumps & Valves, HS RTU, Chemical flow meters, Hach TOC Analyzer and 4 Hach CL2 Analyzers. Accordingly, the proposed budget for this department is \$2,351,295.00 as compared to the FY20 budget of \$2,151,012.00.

Wastewater Treatment (822)

Superintendent Brittany York stated that the Wastewater Treatment Plant's Departmental Budget funds expenses associated with the operations of the facility. Additional funding in this Department is anticipated to be necessary to support higher productivity of the Wastewater Plant associated with the volume of treated wastewater demand from the new poultry industry and new permit requirements. The requested budget requests an increase of approximately \$297,395.00 from current year. Increased funding includes professional services, maintenance, lab supplies and analysis, sludge removal, and chemicals. Capital Outlay for Buildings and Grounds: Clarifier Trough re-coating, basin and building repair, generator for control building. Capital Outlay for Equipment: Filter Media, Dishwasher for lab, boom Pole for Skid Steer. Accordingly, the requested budget for this department is \$2,168,804.00 as compared to the FY20 budget of \$1,871,409.00.

Water and Sewer Maintenance (828)

Public Works and Utilities Director Chris McCorquodale stated that the Water Sewer Maintenance Departmental Budget funds expenses associated with the maintenance and repair of the Town's water

and sewer infrastructure. An increase of \$161,125.00 includes vehicle repairs, remetering program, water line replacement, Ford Ranger, storage building, and a Trailer Mounted Hydro Excavator. Accordingly, the requested budget for this department is \$993,008.00 as compared to the FY20 budget of \$831,883.00.

The Board of Commissioners took a break at 9:21am and resumed at 9:40am.

Airport (650)

Town Manager Roy Lynch stated that The Airport's Departmental Budget funds expenses associated with the operations of the Siler City Municipal Airport. The proposed budget requests an increase of approximately \$5,245.00 from current year for grounds maintenance and contract services. Accordingly, the requested budget for this department is \$79,445.00 as compared to the FY20 budget of \$74,200.00.

A motion to excuse Mayor John Grimes was made by Commissioner Haiges, seconded by Mayor Pro Tem Cheek and unanimously approved at 9:50am.

Library (630)

Public Works and Utilities Director Chris McCorquodale stated that the Library's Departmental Budget funds expenses associated with the maintenance of the Library building. The proposed budget requests an increase of approximately \$15,000 from current year for exterior painting and sidewalk repair. Accordingly, the requested budget for this department is \$32,950.00 as compared to the FY20 budget of \$17,950.00.

License Plate Agency (412)

Finance Director Tina Stroupe stated that the License Plate Agency Budget is for administrative expenses associated with the LPA operations. An increase of \$4,168.00 has been added for a copier and contracted services as well as additional part time staff. Accordingly, the requested budget for this department is \$33,138.00 as compared to the FY20 budget of \$128,970.00.

Planning and Community Development (416)

Planning and Community Development Director Jack Meadows stated that the Planning Department and Inspections Department will be consolidated. The total of both budget for FY20 are \$316,376.00 (180,188 and 136,188). The Planning Department budget requests an increase of approximately \$237,850.00 from current year which includes minimum housing abatement, Ford Explorer, professional services, training, postage, special projects, and contracted services including code enforcement. This department would like to add new staff (Planner I) and reclassify the Permit Specialist to a Planning Technician. Accordingly, the requested budget for this department is \$554,226.00 as compared to the FY20 budget of \$316,376.00.

Recreation (620)

Interim Parks and Recreation Director Jack Clelland stated that the Parks and Recreation Departmental Budget funds expenses associated with the maintenance of town parks and recreation facilities, as well

as recreation programs. An increase of \$66,008.00 includes professional services, building and ground maintenance, athletic supplies, contracted services, dues and subscriptions, non-athletic supplies, maintenance office at Bray, roof and interior work to Ramsey Gym. The department would like to add a new Program & Special Events Coordinator staff member. Accordingly, the requested budget for this department is \$752,350.00 as compared to the FY20 budget of \$686,342.00.

Police (510)

Police Chief Mike Wager stated that the Police Department requested budget includes an increase of approximately \$476,357.00 from current year. Increases include automotive supplies, departmental supplies, ammunition, dues and subscriptions, speedbox, five Dodge Durango, two ford explorers, security system, and message board. Additionally, this department would also like to add five new staff members (Police Officers). Accordingly, the requested budget for this department is \$2,477,422.00 as compared to the FY20 budget of \$2,001,065.00.

Fire (530)

Fire Chief Scott Murphy stated that the Fire Departmental Budget funds expenses are associated with the operations of the Fire Department including staff, volunteers, vehicles and the building. The requested budget requests an increase of approximately \$68,069.00 from current year. Increases include funding for volunteer call rate, overtime for new employees, hose and nozzles, and land acquisition and architecture plans for new station. Accordingly, the proposed budget for this department is \$734,946.00 as compared to the FY20 budget of \$666,877.00.

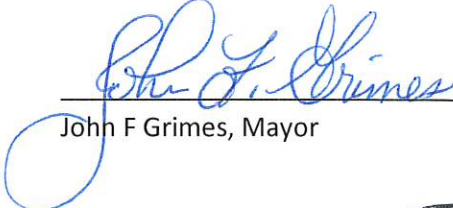
Mayor Grimes returned to the meeting.

Revenue

Finance Director Tina Stroupe shared 2019/2020 Revenue projects with the Board of Commissioners.

ADJOURNMENT

With no further business the Board of Commissioners adjourned at 12:00pm.



John F Grimes, Mayor

ATTEST:



Jenifer K Johnson, Town Clerk

